



BERRETT-KOEHLER PUBLISHERS

235 Montgomery Street, Suite 650
San Francisco, CA 94104-2916
Fax 415.362.2512
www.bkconnection.com

Ken Lupoff, Senior Publicity Manager
Phone: 415.743.6469 Email: klupoff@bkpub.com
Tiffany Lee, Publicist
Phone: 415.743.6477 Email: tlee@bkpub.com

For Immediate Release

Analysis for Improving Performance

Tools for Diagnosing Organizations and Documenting Workplace Expertise

Second Edition, Revised and Expanded

By Richard A. Swanson

Corporations spend millions of dollars on performance improvement, employee training and development, work system redesign, and other improvement efforts. Much of this money is wasted because the groundwork has not been done to link these programs to an organization's business needs, goals, and processes.

Analysis for Improving Performance: Tools for Diagnosing Organizations and Documenting Workplace Expertise offers a systematic approach for doing the rigorous preparatory analysis that is vital to shaping and developing successful performance improvement efforts. Richard A. Swanson's step-by-step method allows program developers and managers to:

- Asses an organization's real business needs and the status of its supporting systems
- Document and improve work processes
- Analyze necessary worker skills, knowledge, and attitudes
- Specify performance requirements and evaluation standards
- Produce a viable and comprehensive performance improvement plan

The first edition of this book won book of the year awards from the Society for Human Resource Management and the International Society for Performance Improvement. This second edition has been extensively revised throughout and presents expanded concepts and updated cases, as well as a new chapter on documenting and improving work processes. Augmented by exercises and illustrative examples and graphics, *Analysis for Improving Performance* is a complete guide to ensuring that the time, money, and effort invested in organizational development are well spent.

More...

“Without thorough analysis, workplace performance efforts will most certainly fall short of the organization’s intentions and needs. Swanson’s methodology hits the mark in providing an insightful view and practical tools for performance and work analysis.”

— Kent Dubbe, Manager of Organization Development and Training, 3M Corporation

“Analysis for Improving Performance delivers on its title. We used the diagnosis and documentation tools presented in the book, and the results more than met our expectations. Even after the original need was met, we continued to use them as a means of improving performance.”

— Dan Thorton, CEO and President, Scoville Press

RICHARD A. SWANSON is distinguished research professor of human resource development at the University of Texas at Tyler and University of Minnesota professor emeritus. He has consulted widely and has authored or coauthored numerous books, including *Research in Organizations* and *Foundations of Human Resource Development*. In 2004 he was inducted into the Human Resource Development Scholar Hall of Fame.

Analysis for Improving Performance

By **Richard A. Swanson**

Published by **Berrett-Koehler Publishers, Inc.**

Paperback

Number of Pages: 317

ISBN: 978-1-57675-341-5

\$34.95

Publication Date: March 2007